



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***DECEMBER 2, 2002
12:15 P.M.***

CITY COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

1. Call to Order--Roll Call.

A communication from Mayor Ralph K. Smith requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

P. 9

A communication from Council Member William H. Carder requesting that Council convene in a Closed Meeting to discuss a special award, being the Shining Star Award, pursuant to Section 2.2-3711 (A)(10), Code of Virginia (1950), as amended.

P. 10

THE COUNCIL MEETING WILL BE DECLARED IN RECESS TO BE IMMEDIATELY RECONVENED IN THE EMERGENCY OPERATIONS CENTER CONFERENCE ROOM, ROOM 159, FOR A MEETING OF CITY COUNCIL/THE ROANOKE CITY SCHOOL BOARD/AND AREA LEGISLATORS.



***ROANOKE CITY COUNCIL
REGULAR SESSION***

***DECEMBER 2, 2002
2:00 P.M.***

CITY COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

1. Call to Order--Roll Call.

The Invocation will be delivered by The Reverend David J. Fuller, Missions Pastor, Church of the Holy Spirit.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor Ralph K. Smith.

Welcome. Mayor Smith.

NOTICE:

Meetings of Roanoke City Council are televised live on RVTv Channel 3. Today's meeting will be replayed on Channel 3 on Thursday, December 5, 2002, at 7:00 p.m., and Saturday, December 7, 2002, at 4:00 p.m. Council meetings are now being offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

THE PUBLIC IS ADVISED THAT MEMBERS OF COUNCIL RECEIVE THE CITY COUNCIL AGENDA AND RELATED COMMUNICATIONS, REPORTS, ORDINANCES AND RESOLUTIONS, ETC., ON THE THURSDAY PRIOR TO THE COUNCIL MEETING TO PROVIDE SUFFICIENT TIME FOR REVIEW OF INFORMATION. CITIZENS WHO ARE INTERESTED IN OBTAINING A COPY OF ANY ITEM LISTED ON THE AGENDA MAY CONTACT THE CITY CLERK'S OFFICE, ROOM 456, NOEL C. TAYLOR MUNICIPAL BUILDING, 215 CHURCH AVENUE, S. W., OR CALL 853-2541.

THE CITY CLERK'S OFFICE NOW PROVIDES THE MAJORITY OF THE CITY COUNCIL AGENDA ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM, CLICK ON THE ROANOKE CITY COUNCIL ICON, CLICK ON MEETINGS AND AGENDAS, AND DOWNLOAD THE ADOBE ACROBAT SOFTWARE TO ACCESS THE AGENDA.

ALL PERSONS WISHING TO ADDRESS COUNCIL ARE REQUESTED TO REGISTER WITH THE STAFF ASSISTANT WHO IS LOCATED AT THE ENTRANCE TO THE COUNCIL CHAMBER. ON THE SAME AGENDA ITEM, ONE TO FOUR SPEAKERS WILL BE ALLOTTED FIVE MINUTES EACH, HOWEVER, IF THERE ARE MORE THAN FOUR SPEAKERS, EACH SPEAKER WILL BE ALLOTTED THREE MINUTES.

ANY PERSON WHO IS INTERESTED IN SERVING ON A CITY COUNCIL APPOINTED AUTHORITY, BOARD, COMMISSION OR COMMITTEE IS REQUESTED TO CONTACT THE CITY CLERK'S OFFICE AT 853-2541, OR ACCESS THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM, TO OBTAIN AN APPLICATION.

2. PRESENTATIONS AND ACKNOWLEDGMENTS:

A resolution recognizing George A. Kegley as the City of Roanoke 2002 Citizen of the Year.

R. 11

A resolution memorializing Ms. Adelaide Fisher.

R. 13

Economic development opportunities between the City of Roanoke and Wonju, Korea, Roanoke's Sister City. Elizabeth A. Neu, Chief, Economic Development.

3. CONSENT AGENDA

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

- C-1 A communication from the City Manager requesting that Council schedule a public hearing for Monday, December 16, 2002, at 7:00 p.m., or as soon thereafter as the matter may be heard, with regard to donation of property to the Western Virginia Foundation for the Arts and Sciences, in connection with the Art Museum-IMAX Theatre.

P. 15

RECOMMENDED ACTION: Concur in the request.

- C-2 Qualification of the following persons:

Judy O. Jackson as a member of the Human Services Committee, for a term ending June 30, 2003;

John W. Brown, Jr., and Rick Clark as members of the City of Roanoke Transportation Safety Commission, for terms ending October 31, 2006;

Dennis R. Cronk as a Director of the Industrial Development Authority, for a term ending October 20, 2006;

Ashley Johnson as a member of the Youth Services Citizen Board to fill the unexpired term of Duriel M. Wood, ending May 31, 2003; and

Barry W. Baird as a member of the New Construction Code, Board of Appeals, for a term ending September 30, 2007.

RECOMMENDED ACTION: Receive and file.

REGULAR AGENDA

4. PUBLIC HEARINGS: NONE.

5. PETITIONS AND COMMUNICATIONS:

- a. A communication from the City Manager sponsoring a presentation on Workforce Investment Act Services activities. P. 16

6. REPORTS OF OFFICERS:

- a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. A communication recommending acceptance of a donation from the Allstate Foundation for Homeland Defense training, in the amount of \$15,000.00. P. 17;
B/O 19;
R. 20
2. A communication recommending revisions to the Sewer Use Standards. P. 21;
O. 23

3. A communication recommending amendment to the City's policy in connection with the process for determination of tax-exempt property. P. 25;
R. 30
4. A communication with regard to rejection of bids for City towing. P. 31;
R. 33
- b. CITY ATTORNEY:
 1. A report transmitting an ordinance amending Section 32-39, Board of Equalization, Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, and creating a "permanent" board. P. 34;
O. 35
- c. DIRECTOR OF FINANCE:
 1. Financial report for the month of October 2002. P. 36

7. REPORTS OF COMMITTEES: NONE.

8. UNFINISHED BUSINESS: NONE.

9. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS:

- a. Ordinance No. 36141, on second reading, rezoning the rear 25 feet x 50 feet portion of Official Tax No. 2761421 from RS-3, Residential Single Family District, to C-2, General Commercial District, subject to certain conditions proffered by the petitioner; and repealing and replacing conditions set forth in Ordinance No. 32294-121994 for property located at the corner of Virginia Avenue and Westside Boulevard, N. W., designated as Official Tax No. 2761409. O. 54
- b. A resolution canceling the work session meeting of City Council scheduled to be held at 12:15 p.m., on December 30, 2002. R. 56

10. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor, Vice-Mayor and Members of City Council.
- b. Vacancies on various authorities, boards, commissions and committees appointed by Council.

11. HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. MATTERS REQUIRING REFERRAL TO THE CITY MANAGER WILL BE REFERRED IMMEDIATELY FOR RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL.

12. CITY MANAGER COMMENTS:

CERTIFICATION OF CLOSED SESSION.

***MOTION AND CERTIFICATION
WITH RESPECT TO
CLOSED MEETING***

FORM OF MOTION:

I move, with respect to any Closed Meeting just concluded, that each member of City Council in attendance certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by the members of Council in attendance.

PLEASE NOTE:

1. The forgoing motion shall be made in open session at the conclusion of each Closed Meeting.
2. Roll call vote included in Council's minutes is required.
3. Any member who believes there was a departure from the requirements of subdivisions (1) and (2) of the motion shall state prior to the vote the substance of the departure that, in his or her judgement, has taken place. The statement shall be recorded in the minutes of City Council.



RALPH K. SMITH
Mayor

CITY OF ROANOKE
OFFICE OF THE MAYOR

215 CHURCH AVENUE, S.W., ROOM 452
ROANOKE, VIRGINIA 24011-1594
TELEPHONE: (540) 853-2444
FAX: (540) 853-1145

December 2, 2002

The Honorable Vice-Mayor and
Members of the Roanoke City Council
Roanoke, Virginia

Dear Members of Council:

I wish to request a Closed Meeting to discuss vacancies on various authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

Sincerely,


Ralph K. Smith
Mayor

RKS:sm



RALPH K. SMITH
Mayor

CITY OF ROANOKE

CITY COUNCIL

215 Church Avenue, S.W.
Noel C. Taylor Municipal Building, Room 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145

Council Members:
William D. Bestpitch
William H. Carder
M. Rupert Cutler
Alfred T. Dowe, Jr.
C. Nelson Harris
Linda F. Wyatt

December 2, 2002

The Honorable Mayor and Members of
the Roanoke City Council
Roanoke, Virginia

Dear Members of Council:

This is to request a Closed Meeting to discuss a special award, being the Shining Star Award, pursuant to Section 2.2-3711 (A)(10), Code of Virginia (1950), as amended.

Sincerely,

A handwritten signature in black ink that reads "Bill Carder". The signature is written in a cursive, flowing style.

William H. Carder
Council Member

WHC:sm

WJH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION naming George A. Kegley as Roanoke's Citizen of the Year for the year 2002.

WHEREAS, Mr. Kegley, a native of Wythe County, Virginia, graduated from Wytheville High School in 1945 and from Roanoke College in 1949; is a past president of Roanoke College Alumni Association, and was awarded an honorary Doctorate of Humane Letters from Roanoke College in 2001; and

WHEREAS, Mr. Kegley was employed by *The Roanoke Times* from 1949 to 1993, where he worked as a reporter, assistant city editor, and senior writer/business editor; and

WHEREAS, Mr. Kegley served in the U.S. Army at Ft. Knox, Kentucky from 1951-1953 and was editor of the post newspaper, "Inside the Turret"; and

WHEREAS, Mr. Kegley has been a member of the Roanoke Valley Community Relations Committee, the City Manager's Community Relations Task Force, the Preservation Foundation of Roanoke Valley, the Preservation Alliance of Virginia, the Western Virginia Land Trust, and vice-chair of the State Library Board; and was a board member and editor of *Journal* for the History Museum and Historical Society of Western Virginia; and

WHEREAS, Mr. Kegley has volunteered his service on the Rescue Mission board and served as its president; with the Pastoral Counseling Center of Roanoke Valley, the Literacy Volunteers of Roanoke Valley, the Roanoke Arts Commission, the Roanoke Cultural Services Committee; on the advisory board for Roanoke Regional Preservation Office, the community

board of Roanoke Refugee & Immigration Office, the advisory board of the Transitional Living Center; and with the Blue Ridge Parkway Foundation; and

WHEREAS, Mr. Kegley, as an active member of St. Mark's Lutheran Church, has served as editor of the "Synod," an insert in *The Lutheran*; as a member of Virginia Lutheran Synod Council and of the Board of the Virginia Synod Lutheran Men in Mission; as a trustee and teacher of the Men's Brotherhood Sunday School Class and as a member of the Finance Committee, the Social Ministry Committee, and the Congregation Council at St. Mark's Lutheran Church; as coordinator of the campership program of Lutheran Cooperative Ministries of Roanoke Valley; and as a board member of Virginia Lutheran Homes; and

WHEREAS, Mr. Kegley coordinated this year's events celebrating the 150th anniversary of Rail Heritage in Roanoke.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. This Council, with great pride, respect and admiration, hereby names George A. Kegley to be Citizen of the Year for the year 2002 in the City of Roanoke, Virginia.
2. The City Clerk is directed to transmit an attested copy of this resolution to Mr. Kegley.

ATTEST:

City Clerk.

WJH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION memorializing the late Adelaide (Laddie) Fisher, a longtime Roanoke Valley resident.

WHEREAS, the members of Council learned with sorrow of the passing of Ms. Fisher on Tuesday, November 19, 2002; and

WHEREAS, Ms. Fisher was a graduate of the University of Michigan and did graduate work at California State University in Fresno; and

WHEREAS, after working as the editor of a weekly newspaper in suburban Detroit, Ms. Fisher moved to Roanoke in 1964; and

WHEREAS, Ms. Fisher was an award-winning creative writer with many published poems, short stories and novels, including the poem collections "My City" and "Come Walk the Mall," which described Roanoke landmarks and sites; and

WHEREAS, Ms. Fisher was Community Services Coordinator and Consultant for Mental Health Services of Roanoke Valley from 1977 to 1981; and

WHEREAS, Ms. Fisher served as the Public Information Officer for the City of Roanoke from 1981 to 1987; and

WHEREAS, Ms. Fisher served as Executive Secretary of the Mental Health Association of the Roanoke Valley from 1968 to 1976, and was later elected a lifetime member of its board of directors; and

WHEREAS, Ms. Fisher was instrumental in starting Blue Ridge Behavioral Health Care and coordinated the formation of the Roanoke Area Drug Abuse Control Council; and

WHEREAS, Ms. Fisher worked hard to keep people with a history of mental illness from being criminalized by persuading Roanoke Memorial Hospital to establish a holding room where they could be evaluated medically; and

WHEREAS, in 1975 Ms. Fisher started the Listener Program, which allowed volunteers to go into schools to talk and interact with children who had mental problems; and

WHEREAS, Ms. Fisher was a faithful member, teacher, deacon and elder of Raleigh Court Presbyterian Church; and

WHEREAS, Ms. Fisher was involved in a variety of community service and civic organizations.

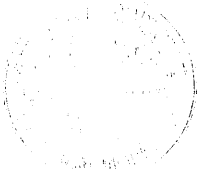
THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. City Council adopts this resolution as a means of recording its deepest regret and sorrow at the passing of Adelaide (Laddie) Fisher, and extends to her family its sincerest condolences.

2. The City Clerk is directed to forward an attested copy of this resolution to Ms. Fisher's children, David Fisher of Richmond, Mike Fisher of Centreville, Ann Thomas of Farmville, Cathy Fisher of Roanoke, and Mary Seymour of Rhode Island.

ATTEST:

City Clerk



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
 215 Church Avenue, S.W., Room 364
 Roanoke, Virginia 24011-1591
 Telephone: (540) 853-2333
 Fax: (540) 853-1138
 CityWeb: www.roanokegov.com

December 2, 2002


Honorable Ralph K. Smith, Mayor
 Honorable C. Nelson Harris, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable William H. Carder, Council Member
 Honorable M. Rupert Cutler, Council Member
 Honorable Alfred T. Dowe, Jr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Surplus City-owned Property
 Art Museum-IMAX Theatre
 Tax Number 4010217

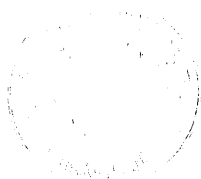
Pursuant to the requirements of the Virginia Code, the City of Roanoke is required to hold a public hearing on the proposed vacation of property rights. This is to request that a public hearing be advertised on the above matter for Council's regular meeting to be held on Monday, December 16, 2002. A full report will be included in the December 16, 2002, agenda material for your consideration.

Respectfully submitted,


 Darlene L. Burcham
 City Manager

DLB/SEF

c: Mary F. Parker, City Clerk
 William M. Hackworth, City Attorney
 Jesse A. Hall, Director of Finance
 Sarah E. Fitton, Engineering Coordinator



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

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December 2, 2002

The Honorable Mayor
and Members of City Council
Roanoke, Virginia

Dear Mayor and Members of Council:

I would like to sponsor a request from Bruce M. Wood, Executive Director of the Workforce Investment Act Services in which he is requesting to brief City Council on the Workforce Investment Act Services activities at the regular meeting of City Council on Monday, December 2, 2002.

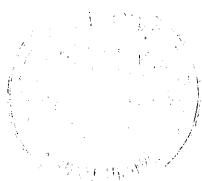
Sincerely,

A handwritten signature in dark ink, appearing to read "Darlene L. Burcham". The signature is fluid and cursive, with the first name "Darlene" being more prominent.

Darlene L. Burcham
City Manager

DLB:sm

c: City Attorney
Director of Finance
City Clerk



CITY OF ROANOKE OFFICE OF THE CITY MANAGER

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December 2, 2002

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr. Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Donation to Homeland Defense
 Initiative

Background:

As the horrific events of September 11, 2001 were taking place all law enforcement agencies were forced to evaluate their response to acts of terrorism. The Roanoke Police Department has taken a pro-active approach to reduce the risk, and subsequently prepare the community for these threats. The mission of the Police Department's Homeland Defense Initiative is to assist organizations in the private, public, and government sector with awareness and understanding of combating terrorism through teamwork and partnerships. The Police Department has developed and offers to Roanoke Valley officers a forty (40) hour block of instruction which focuses specifically on domestic preparedness through deterrence and combating terrorism. Additional specialized training has been identified in an effort to provide officers with adequate training to enhance their ability to prepare these jurisdictions. The Allstate Foundation has offered to donate \$15,000 to the Police Department to offset expenses incurred from providing this specialized training.

City Code Section 2-263 requires Council action to approve acceptance of gifts exceeding \$5,000 in value.

Recommended Action:

Council authorize acceptance of \$15,000 for Homeland Defense training from the Allstate Foundation and express appreciation for the same. Council authorize the appropriation of funding in account 001-640-3114-2064 with a revenue estimate of the same amount to be established in the General Fund.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:fjd

C: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Rolanda Johnson, Assistant City Manager
A. L. Gaskins, Chief of Police

CM02-0257

AHS

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to amend and reordain certain sections of the 2002-2003 General Fund Appropriation, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that certain sections of the 2002-2003 General Fund Appropriations be, and the same are hereby, amended and reordained to read as follows, in part:

Appropriations

Public Safety	\$	46,529,985
Police Services (1)		2,793,227

Revenues

Miscellaneous	\$	310,045
Miscellaneous (2)		155,545

1) Homeland Defense	(001-640-3114-2164)	\$	15,000
2) Homeland Defense- Allstate	(001-110-1234-0846)		15,000

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

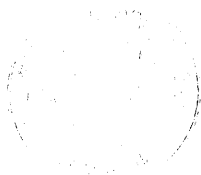
A RESOLUTION authorizing the City Manager to accept the donation of \$15,000 from the Allstate Foundation for use by the City of Roanoke Police Department for specialized Homeland Defense training, and expressing appreciation for such donation.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. The City Manager is hereby authorized to accept the donation of \$15,000 from the Allstate Foundation for specialized Homeland Defense training to be provided by the City of Roanoke Police Department, in accordance with the recommendation contained in the City Manager's report to City Council dated December 2, 2002.
2. This Council wishes to express its appreciation and that of the citizens of the City of Roanoke to the Allstate Foundation for its generous donation to the City.
3. The City Clerk is directed to forward an attested copy of this resolution to the Allstate Foundation.

ATTEST:

City Clerk



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

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December 2, 2002

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Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Recommended Revisions to
the Sewer Use Standards

Background:

Upon annual review of the Sewer Use Standards, staff identified one item which requires modification and a second item which requires clarification. The recommendations include the addition of language to allow for regulated industries to use time composite sampling and the second modification clarifies that regulated industries will submit surcharge information upon written request of the Control Authority (Water Pollution Control Plant). These recommended changes will help reduce the compliance burdens for our regulated industries. The Department of Environmental Quality has reviewed these recommended changes and has classified the changes as minor and issued their approval.

The Honorable Mayor and Members of Council
Recommended Revisions to the Sewer Use Standards
December 5, 2002
Page 2

Recommended Action:

Adopt the revisions to the Sewer Use Standards, Code of the City of Roanoke (1979), as amended, Article III of Chapter 26, subsections 26-55 (a) and (e), as set forth in the attached ordinance.

Respectfully submitted,



Darlene L. Burcham
City Manager

DLB:mtm/ss

c: George C. Snead, Jr., Assistant City Manager for Operations
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Mary F. Parker, City Clerk
Michael T. McEvoy, Director of Utilities
S. Scott Shirley, WPC Division Manager

CM02-00261

P.T.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending and reordaining subsections (a) and (e) of §26-55, Measurement; sampling, etc., and report of discharges, of Chapter 26, Sewers and Sewage Disposal, Article III, Sewer Use Standards, Code of the City of Roanoke (1979), as amended, in order to clarify existing provisions of this Chapter and make them consistent with other aspects of the program; which proposed amendments have been approved by the Virginia Department of Environmental Quality (DEQ); and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 26-55, Measurement; sampling, etc., and report of discharges of Chapter 26, Sewers and Sewage Disposal, Article III, Sewer Use Standards, Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

§26-55. Measurement; sampling, etc., and report of discharges.

(a) The owner of each facility discharging other than normal wastewater or discharging Group A wastewater shall upon the written request of the control authority submit monthly, or at other frequency as may be required by the control authority, to the city, on forms supplied by the city, a certified statement of the quantities of its wastes discharged into the sewers and sewage works of the city or into any sewer connected therewith. Copies of pertinent water bills may be required to be submitted with the above statement. Such documents shall be filed with the city not later than the tenth day of

the following month. A separate statement shall be filed for each industrial plant. The total quantities of wastes to be measured and certified by the person so discharging shall be established by the control authority and shall, as a minimum, include:

- (1) Liquid in gallons.
- (2) Five-day BOD in pounds.
- (3) Suspended solids in pounds, on a dry solids basis.
- (4) Total phosphorus in pounds.
- (5) Total Kjeldahl nitrogen in pounds.
- (6) COD in pounds.

* * *

(e) Composite samples shall consist of samples taken at least every hour for the time period required by the facility's permit using flow proportional or time composite sample collection methods. Such samples shall be properly refrigerated. For oil and grease, pH, phenols, cyanide, volatile toxic organics and other appropriate pollutants, proper grab sampling shall be performed. Such sampling shall be repeated on as many days as necessary to insure representative quantities for the entire reporting period. Industrial plants with wide fluctuations in quantities of wastes shall provide an automatic sampler paced automatically by the flow-measuring device.

* * *

2. Pursuant to the provisions of §12 of the Roanoke City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



CITY OF ROANOKE
OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
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December 2, 2002

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Subject: Process for Determination of
Property Tax Exemption

Dear Mayor Smith and Members of City Council:

Background:

On November 5, 2002, Virginians voted in favor of the Constitutional Amendment # 2 of Article X, Taxation and Finance, Section 6, Exempt Property. This amendment transfers the responsibility of determining tax exempt property from the General Assembly to the local governing body, with an effective date of January 1, 2003.

The city's current policy regarding supporting requests of non-profit organizations to exempt certain property from taxation was adopted February 18, 1992. It requires that such organizations agree to pay an annual service charge equal to 20% of the real estate tax levy on the property to be exempted as a condition to receiving a resolution from City Council supporting its request for tax exemption to the General Assembly. The General Assembly requires a resolution by the local governing body before processing a request for an exemption.

Considerations:

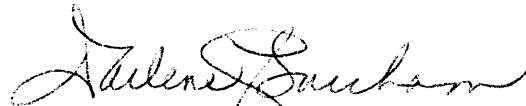
The constitutional amendment requires a modification to our current policy for supporting requests of non-profit organizations to exempt certain property from taxation. Essentially, City Council will now have final authority for determining tax-exempt

property for non-profit organizations. Although the attached policy redefines the process and has been reviewed by the Commissioner of the Revenue, the Director of Real Estate Valuation, and the City Clerk, further legislation may be forthcoming from the General Assembly which may require further amendment of the policy.

Recommendation:

City Council approve a modified city policy regarding the determination of tax-exempt property, similar in content to Attachment 1.

Respectfully submitted,



Darlene L. Burcham
City Manager

DLB/vst

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Sherman A. Holland, Commissioner of Revenue
Willard N. Claytor, Director of Real Estate Valuation
David C. Anderson, City Treasurer
Barry L. Key, Director of Management and Budget

#CM02-00260

Process for Determination of Property Tax Exemption

Step 1. Determination of Tax-Exempt Status by Classification or Designation per the Code of Virginia

Any organization planning to seek tax-exempt status for its real property must first request in writing on the organization's letterhead a determination from the Commissioner of the Revenue whether the organization is already eligible for tax-exempt status by classification or designation per Title 58.1, Chapter 36 – Tax Exempt Property, of the Code of Virginia (1950), as amended. The organization must include a written description of the intended use of the property for which tax exemption is being requested.

The Commissioner of the Revenue will respond to the organization in writing after a determination of tax-exempt status has been made. If the organization is already eligible for tax-exempt status and the intended use of the property is determined to be consistent with the mission of the organization, the organization will be so informed in writing.

If the organization is not already eligible for tax-exempt status, the organization should then proceed to Step 2.

Step 2.

The organization must file a petition with the City Clerk by March 15th in order to be considered for tax-exempt status by City Council for the next tax year beginning July 1st. The petition must include the following information (see attached petition template):

1. Descriptive information regarding the organization and the nature of its request;
2. Legal basis for the request referencing the appropriate section of the State code;
3. Statement that the Commissioner of the Revenue has determined the organization is not already eligible for tax-exempt status by classification or designation (see Step 1.) – a copy of the written determination must be attached to the petition;
4. Statement that the organization agrees to pay to the City an annual service charge equal to twenty percent of the real estate tax levy that would be applicable to the real property of the organization if the organization were not exempt from such taxation, for as long as the tax exemption is in effect;
5. Responses to questions set forth in subsection B of Section 30-19.04. of the Code of Virginia (1950), as amended; and
6. Statement that the organization agrees, if approved for tax-exempt status, to provide information to the Director of Real Estate Valuation upon request to allow a triennial review of the tax-exempt status of the organization.

Step 3.

The City Clerk will forward the petition to the City Manager by April 15th for evaluation and recommendation to City Council prior to July 1st. The City Attorney will prepare a resolution and/or an ordinance for adoption by City Council.

Step 4.

The process that § 30-19.04 sets out for adopting a resolution and which will work for adoption of an ordinance are as follows:

1. The local governing body proposes an ordinance.
2. A public hearing is set and advertised. The advertisement must be run once in a local newspaper.
3. A notice for the public hearing must set out the assessed value of the property, both real and personal that the organization requests to have exempted, and must indicate the amount of taxes that were paid or would have been paid in the most recent years on that property. The public body may require the organization to pay the cost of advertising the notice.
4. The public hearing may not be held sooner than five (5) days after the notice.
5. The public body must consider the following issues before voting to adopt the exemption ordinance:
 - a. Whether the organization is exempt from taxation pursuant to 501 (c) of the Internal Revenue Code of 1954;
 - b. Whether a current annual alcoholic beverages license for serving alcoholic beverages has been issued by the Virginia Alcoholic Beverage Control Board to such organization, for use on such property;
 - c. Whether any director or officer of the organization is paid compensation in excess of a reasonable allowance for salaries or other compensation for personal services which such director or officer actually renders;
 - d. Whether any part of the net earnings of such organization inures to the benefit of any individual, and whether any significant portion of the service provided by such organization is generated by funds received from donations, contributions or local, state or federal grants. As used in this subsection, donations shall include the providing of personal services or the contribution of in kind or other material services;
 - e. Whether the organization provides services for the common good of the public;
 - f. Whether a substantial part of the activities of the organization involves carrying on propaganda, or otherwise attempting to influence

- legislation and whether the organization participates in, or intervenes in, any political campaign on behalf of any candidate for public office;
- g. No rule, regulation, policy, or practice of the organization discriminates on the basis of religion, conviction, race, color, sex or national origin;
 - h. The revenue impact to the locality and its taxpayers of exempting the property; and
 - i. Any other criteria, facts and circumstances which the governing body deems pertinent to the adoption of such resolution.

The ordinance will identify what kind of exemption the ordinance extends the organization: religious, charitable, patriotic, historical, benevolent, cultural or public park and playground.

W 448
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION adopting a new policy and procedure with respect to requests of certain non-profit organizations to exempt certain property from taxation pursuant to Article X, §6(a)(6), of the Constitution of Virginia, repealing Resolution No. 30884-021892, adopted February 18, 1992, as amended by Resolution No. 35645-111901, adopted November 19, 2001.

WHEREAS, this Council by the adoption of Resolution No. 30884-021892, on February 18, 1992, as amended by Resolution No. 35656-111901, established the policy of the City with respect to supporting requests of non-profit organizations for tax exempt status for their property;

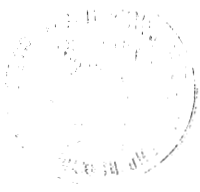
WHEREAS, on November 5, 2002, an amendment to the Constitution of Virginia was approved by the electorate and transfers the responsibility of determining tax exempt status of properties of certain non-profit organizations from the General Assembly to the local governing bodies of the Commonwealth.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Resolution No. 30884-021892, adopted on February 18, 1992, was amended by Resolution No. 35645-111901, be it and is hereby REPEALED.
2. City Council hereby adopts, effective January 1, 2003, and approves a new policy and procedure in connection with requests from non-profit organizations for tax exemption of certain property in the City by adopting the Process for Determination of Property Tax Exemption, dated December 2, 2002, and attached to the City Manager's letter of December 2, 2002, recommending adoption of this procedure.

ATTEST:

City Clerk.



CITY OF ROANOKE OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591

Telephone: (540) 853-2333

Fax: (540) 853-1138

CityWeb: www.roanokegov.com

December 2, 2002

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Rejection of Bids-City Towing
Contract

Background:

Invitation for Bid # 02-08-05 City Towing Contract was advertised in the Roanoke Times and Roanoke Tribune. The invitation for bid was mailed to ten prospective bidders. A pre-bid conference was held September 23, 2002. As a result of questions asked during that pre-bid conference, two addenda were sent to prospective bidders, one extending the deadline for receiving bids from October 7 to October 28 and the other clarifying questions that were asked at the pre-bid conference. On October 28, 2002, two bids were received, one from Robert Young Towing and the other from Woods Service Center.

Considerations:

After reviewing the two bids received, both bidders responded in a way deemed to be "non-responsive." The reviewers had to make assumptions as to annual costs for both bidders as both provided their bids in formats different than that requested by the City. We plan to sit down with both bidders and discuss format so as to be able to accurately compare bids in response to another IFB. The only way to accomplish this is to recommend rejecting both bids and then have a follow-up meeting with both bidders. Following this meeting, the format will be revised and readvertised.

Recommended Action:

Reject all bids submitted on IFB 02-08-05, City Towing Contract.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darlene L. Burcham", written in a cursive style.

Darlene L. Burcham
City Manager

DLB:rd

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
George C. Snead, Assistant City Manager for Operations
Jeffrey H. Powell, Director of General Services

CM02-00259

SST
11/25/02

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION rejecting all bids for a City of Roanoke Towing Contract.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. All bids received by the City for a Towing Contract, are hereby REJECTED.
2. The City Clerk is directed to notify all bidders and to express to each the City's appreciation for said bids.
3. The City Manager is authorized to make any changes in the format used in the Invitation for Bid for City Towing Contract or the procurement documents deemed advisable and to reissue an Invitation for Bid.

ATTEST:

City Clerk.



WILLIAM M. HACKWORTH
CITY ATTORNEY

CITY OF ROANOKE
OFFICE OF CITY ATTORNEY
464 MUNICIPAL BUILDING
215 CHURCH AVENUE, SW
ROANOKE, VIRGINIA 24011-1595

TELEPHONE: 540-853-2431
FAX: 540-853-1221
EMAIL: cityatty@ci.roanoke.va.us

ELIZABETH K. DILLON
STEVEN J. TALEVI
GARY E. TEGENKAMP
DAVID L. COLLINS
HEATHER P. FERGUSON
ASSISTANT CITY ATTORNEYS

December 2, 2002

The Honorable Mayor and Members
of City Council
Roanoke, VA 24011

Re: Board of Equalization

Dear Mayor Smith and Members of Council:

Section 32-39 of the Code of the City of Roanoke authorizes the Circuit Court to appoint annually three persons to serve one-year terms as a Board of Equalization for the City with the authority to adjust, upon appeal, real property assessments. Section 58.1-3373, Code of Virginia, in the alternative, permits the appointment by the Court of either three or five members to such a board, who would be appointed for staggered terms of three terms (initial appointments would be for terms of one, two, and three years in order to implement the staggered terms), in order to create an on-going or "permanent" board.

A "permanent" board would have the advantage of helping ensure that one or more members of the board are experienced in their work, and will help ensure continuity. Will Claytor, Director of Real Estate Valuation, supports creation of a "permanent" board. The choice of appointing Board of Equalization members for annual, or three-year terms, is a policy issue for Council. I have prepared an ordinance that would amend §32-39 and create a "permanent" board, and it is enclosed for your consideration.

Please let me know if you have any questions with regard to this matter.

With kindest personal regards, I am

Sincerely yours,

William M. Hackworth
City Attorney

WMH:lsc
Enclosure

c: Darlene L. Burcham, City Manager (w/encl.)
Willard N. Claytor, Director of Real Estate Valuation (w/encl.)
Mary F. Parker, City Clerk (w/encl.)

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending §32-39, Board of Equalization, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, by changing the terms of appointment of members to the Board of Equalization; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 32-39, Board of Equalization, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby amended, by changing the terms of appointment of members to the Board of Equalization, and reordained to read and provide as follows:

§32-39. Board of equalization.

Pursuant to the provisions of Section 58.1-3373, Code of Virginia, a board of equalization of real estate assessments for the city shall be appointed not later than March first of each year by the circuit court for the city. The board of equalization shall be composed of three (3) members, who shall be freeholders and citizens of the city, and the terms of such members shall commence on their appointment. For terms commencing on January 1, 2003, one member shall be appointed for a term of one year, one member shall be appointed for a term of two years and one member shall be appointed for a term of three years. As the terms of the initial appointees expire their successors shall be appointed for terms of three years. Such board shall have such powers and duties as are conferred on local boards of equalization by Article 14 of Chapter 32 of Title 58.1 (section 58.1-3370, et seq.) of the Code of Virginia (1950), as amended. The members of such board shall receive such per diem compensation for the time actually engaged in the duties of the board as may be fixed by city council. The council shall have the right to such time as, in its opinion, is sufficient for the work of the board.

2. Pursuant to the provisions of §12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



CITY OF ROANOKE DEPARTMENT OF FINANCE

215 Church Avenue, S.W., Room 461

P.O. Box 1220

Roanoke, Virginia 24006-1220

Telephone: (540) 853-2821

Fax: (540) 853-6142

JESSE A. HALL

Director of Finance

email: jesse_hall@ci.roanoke.va.us

ANN H. SHAWVER

Deputy Director

email: ann_shawver@ci.roanoke.va.us

December 2, 2002

The Honorable Ralph K. Smith, Mayor
 The Honorable C. Nelson Harris, Vice Mayor
 The Honorable William D. Bestpitch, Council Member
 The Honorable William H. Carder, Council Member
 The Honorable M. Rupert Cutler, Council Member
 The Honorable Alfred T. Dowe, Jr., Council Member
 The Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

SUBJECT: October Financial Report

This financial report covers the first four months of the 2002-2003 fiscal year. The following narrative discusses revenues and expenditures to date.

REVENUE

The City was recently notified of approximately \$387,000 in State revenue reductions. Budgetary adjustments have not been made for these reductions and further cuts in State funding are anticipated before the end of the fiscal year. As of October 31, General Fund revenues reflect an increase of 4.63% or \$2,200,000 compared to the prior year, but the aforementioned reductions in State funding will negatively impact General Fund revenues in the upcoming months. Variances in specific categories of revenues are as follows:

General Property Taxes increased 4.03% or \$984,000. Real estate taxes, which were due October 5, increased 5.04%, and achieved 49.44% of the budget estimate. Personal property levies were up from the prior year. However, the majority of property tax revenue will be received in future months as the taxes become due. Public service corporation taxes declined due to a timing difference, partially offsetting these increases. Assessment information from the State Corporation Commission was received later in the current fiscal and thus, billing and collection of this tax will be later.

Other Local Taxes rose 6.90% or \$701,000. Sales tax revenue was up 2% from the prior year. Electric utility consumer taxes increased due to a timing difference in monthly collections. Cellular phone tax revenue continued to increase, up approximately \$180,000 from the same period of the prior year. A rate increase for admissions tax was effective July 1, 2002, and generated additional revenue. In addition, admissions tax collected from movie theaters was up substantially from the prior year. Transient room tax also increased, up approximately 8% from the prior year. These increases are partially offset by a decline in cable television franchise tax caused by a timing difference in the receipt of revenues, which are paid to the City quarterly.

Permits, Fees and Licenses declined 18.40% or \$67,000. Permit valuations for commercial projects during the first quarter of the current fiscal year were lower than the same period in the prior year, having a negative impact on building

and heating inspection fees. Elevator inspection has been privatized with the majority of fees paid directly to a third party, causing a decline in elevator inspection fees. There was also an expenditure decline related to this privatization effort. A timing difference in the collection of utility commercial fees also contributed to the decrease in this category.

Charges for Services rose 12.94% or \$107,000. Several new fees were authorized by the 2002 General Assembly and were effective July 1, 2002, including a courthouse security fee, inmate processing fee, and DNA sampling fee. Circuit Court Clerk fees were up. A new fee structure for bulk garbage collection generated additional revenue. A rate increase in EMS fees was effective April 1, 2002, contributing to the increase in this category. While overall revenue in this category is up from the prior year due to fee increases and the establishment of new fees, several of these fees are under performing their estimates.

EXPENDITURES AND ENCUMBRANCES

General fund expenditures and encumbrances have decreased .72% or \$535,000 compared to FY02. Variances in individual expenditure categories are discussed as follows:

General Government expenditures decreased 5.45% or \$217,000. Personal service costs in various departments declined due to a hiring slow down. Reimbursement from the School for services provided by Municipal Auditing was received earlier in FY03 than the prior year. Since this is accounted for as a recovered cost, it has the effect of reducing expenditures in FY03 compared to FY02. Electoral Board and Office of Billings and Collections expenditures were down due to the purchase of office furniture during the same period in the prior year.

Health and Welfare expenditures rose \$460,000 or 6.33%. Timing differences in payment to Total Action Against Poverty contributed to this increase. Expenditures under the Comprehensive Services Act (CSA) were up due to a substantial increase in the number of children in foster care. Special education private day school placements were also up from the prior year, contributing to the increase in CSA expenditures. The City's share of the state and local hospitalization program increased from the same period in the prior year.

Parks, Recreation and Cultural expenditures declined 10.58% or \$201,000. Personal services costs of the Recreation department declined. Pool supplies, a scoreboard and miscellaneous furnishings and appliances for the fitness centers were purchased in the prior year. A larger amount of recovered costs received in the current year also contributed to this decline.

Community Development expenditures rose \$142,000 or 7.37% due to an increase in Housing and Neighborhood Services costs. In September of FY02, this department was reorganized and additional positions were added to handle changes in the code enforcement area. Thus, the first few months of FY02, prior to reorganization, reflect lower personal services costs. Department of Technology charges were also higher in the current year

Transfer to Debt Service Fund increased 50.16% or \$4,014,000. The current fiscal year was the first year principal and interest payments were required for the Series 2002A General Obligation Bonds, and a larger principal payment was required on the Series 1997B Bonds, increasing the required transfer amount. The final principal and interest payments were made in the prior fiscal year for Series 1992 Refunding Bonds, partially offsetting these increases.


Transfer to School Fund increased \$935,000 or 6.10%. CMERP appropriations totaling \$691,811 were transferred in the current year while no CMERP funds had been transferred by October 31 of the prior year. These funds will be used

Honorable Mayor and Members of Council
December 2, 2002
Page 3

for various school projects including technology requests, bus replacement, facility maintenance and physical education equipment.

Nondepartmental expenditures decreased 58.39% or \$5,061,000. A timing difference in the transfers to Capital Projects Fund contributed to this variance. Essentially all transfers to the Capital Projects Fund were made at the beginning of FY02, but these are planned for mid- and end of year in FY03, consistent with other General Fund budgeted transfers. A larger amount of CMERP funding was transferred to the Capital Projects and Department of Technology Funds in the prior year. Transfers to the Grant Fund were less in FY03 due to the substantial decrease in VJCCCA funding transferred. As mentioned previously, the state cut this funding source for FY03. A timing difference in the transfer to Greater Roanoke Transit Company partially offsets these increases.

I would be pleased to answer questions City Council may have regarding the monthly financial statements.


Director of Finance

JAH/tht
Attachments

**CITY OF ROANOKE, VIRGINIA
SUMMARY OF CITY MANAGER TRANSFERS
AND AVAILABLE CONTINGENCY
OCTOBER 31, 2002**

<u>Transfer Number</u>	<u>Date</u>	<u>Explanation</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
<u>General Fund:</u>					
CMT-1368	09/03/02	The Art Project Feasibility Study	Contingency*	Memberships and Affiliations	\$ 37,500
CMT-649	09/26/02	American Flag Inventory	Police Patrol	Transportation-Engineering and Operations	5,100
				Total General Fund	<u>\$ 42,600</u>
<u>Capital Projects Fund:</u>					
CMT-646	09/20/02	Century Square Project	Special Park Project Grants	Sister City Century Square Upgrade	\$ 145
CMT-646	09/20/02	Century Square Project	Roanoke River Center Phase I	Sister City Century Square Upgrade	3,855
CMT-1385	10/31/02	Final Household Hazardous Waste Collection Day	Capital Improvement Reserve	Environmental Issues-PWSC	5,000
CMT-1385	10/31/02	Final Household Hazardous Waste Collection Day	Capital Improvement Reserve	Settlement State DEQ-PWSC	60,000
				Total Capital Projects Fund	<u>\$ 69,000</u>
<u>Available Contingency</u>					
Balance of Contingency at July 1, 2002					\$ 476,300
*Contingency Transfers From Above					(37,500)
Contingency Appropriations Through Budget Ordinances:					
BO 36022	08/19/02	Drug Prosecutor	Contingency	Transfer to Grant Fund	<u>(9,381)</u>
Available Contingency at October 31, 2002					<u>\$ 429,419</u>

**CITY OF ROANOKE, VIRGINIA
GENERAL FUND**

STATEMENT OF REVENUE

Revenue Source	Year to Date for the Period			Current Fiscal Year	
	July 1 - Oct 31 2001-2002	July 1 - Oct 31 2002-2003	Percentage of Change	Revised Revenue Estimates	Percent of Revenue Estimate Received
General Property Taxes	\$ 24,400,464	\$ 25,384,922	4.03 %	\$ 78,340,707	32.40%
Other Local Taxes	10,160,019	10,861,148	6.90 %	59,301,164	18.32%
Permits, Fees and Licenses	365,997	298,644	-18.40 %	1,030,694	28.98%
Fines and Forfeitures	289,468	437,650	51.19 %	1,116,350	39.20%
Revenue from Use of Money and Property	381,792	369,245	-3.29 %	1,082,729	34.10%
Grants-in-Aid Commonwealth	10,220,743	10,545,403	3.18 %	45,687,395	23.08%
Grants-in-Aid Federal Government	-	-	0.00 %	34,300	0.00%
Charges for Services	830,806	938,303	12.94 %	4,353,761	21.55%
Miscellaneous Revenue	36,227	37,017	2.18 %	295,045	12.55%
Internal Services	316,179	306,014	-3.21 %	2,302,219	13.29%
Total	\$ 47,001,695	\$ 49,178,346	4.63 %	\$ 193,544,364	25.41%

STATEMENT OF EXPENDITURES AND ENCUMBRANCES

Expenditures	Year to Date for the Period			Current Fiscal Year		
	July 1 - Oct 31 2001-2002	July 1 - Oct 31 2002-2003	Percentage of Change	Unencumbered Balance	Revised Appropriations	Percent of Budget Obligated
General Government	\$ 3,972,041	\$ 3,755,428	-5.45 %	\$ 7,863,701	\$ 11,619,129	32.32%
Judicial Administration	1,984,726	2,057,429	3.66 %	4,235,977	6,293,406	32.69%
Public Safety	15,889,735	15,287,431	-3.79 %	31,227,554	46,514,985	32.87%
Public Works	9,870,811	9,792,708	-0.79 %	15,169,977	24,962,685	39.23%
Health and Welfare	7,257,997	7,717,714	6.33 %	19,731,039	27,448,753	28.12%
Parks, Recreation and Cultural	1,900,129	1,699,021	-10.58 %	3,111,008	4,810,029	35.32%
Community Development	1,930,829	2,073,061	7.37 %	3,429,722	5,502,783	37.67%
Transfer to Debt Service Fund	8,002,205	12,016,455	50.16 %	4,830,587	16,847,042	71.33%
Transfer to School Fund	15,329,223	16,264,059	6.10 %	31,144,497	47,408,556	34.31%
Nondepartmental	8,667,348	3,606,573	-58.39 %	7,047,595	10,654,168	33.85%
Total	\$ 74,805,044	\$ 74,269,879	-0.72 %	\$ 127,791,657	\$ 202,061,536	36.76%

Notes:

Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
SCHOOL FUND STATEMENT OF REVENUE**

<u>Revenue Source</u>	<u>Year to Date for the Period</u>			<u>Current Fiscal Year</u>	
	<u>July 1 - Oct 31 2001-2002</u>	<u>July 1 - Oct 31 2002-2003</u>	<u>Percentage of Change</u>	<u>Revised Revenue Estimates</u>	<u>Percent of Revenue Estimate Received</u>
State Sales Tax	\$ 1,465,689	\$ 1,443,064	-1.54 %	\$ 9,226,504	15.64 %
Grants-in-Aid Commonwealth	11,225,233	12,425,768	10.69 %	43,236,695	28.74 %
Grants-in-Aid Federal Government	22,497	18,252	-18.87 %	115,298	15.83 %
Charges for Services	288,484	247,408	-14.24 %	2,127,968	11.63 %
Transfer from General Fund	15,329,223	16,264,059	6.10 %	46,716,745	34.81 %
Special Purpose Grants	3,249,953	3,451,327	6.20 %	4,561,236	NA
Total	\$ 31,581,079	\$ 33,849,878	7.18 %	\$ 105,984,446	31.94 %

SCHOOL FUND STATEMENT OF EXPENDITURES AND ENCUMBRANCES

<u>Expenditures</u>	<u>Year to Date for the Period</u>			<u>Current Fiscal Year</u>		
	<u>July 1 - Oct 31 2001-2002</u>	<u>July 1 - Oct 31 2002-2003</u>	<u>Percentage of Change</u>	<u>Unencumbered Balance</u>	<u>Revised Appropriations</u>	<u>Percent of Budget Obligated</u>
Instruction	\$ 18,266,799	\$ 18,152,568	-0.63 %	\$ 57,791,797	\$ 75,944,365	23.90 %
General Support	1,099,047	1,274,671	15.98 %	2,745,446	4,020,117	31.71 %
Transportation	900,270	965,518	7.25 %	3,052,700	4,018,218	24.03 %
Operation and Maintenance of Plant	2,906,408	4,149,597	42.77 %	6,767,816	10,917,413	38.01 %
Facilities	1,080,069	953,455	-11.72 %	1,135,111	2,088,566	45.65 %
Other Uses of Funds	5,193,508	5,373,037	3.46 %	1,696,682	7,069,719	76.00 %
Special Purpose Grants	3,568,002	4,561,236	27.84 %	-	4,561,236	NA
Total	\$ 33,014,103	\$ 35,430,082	7.32 %	\$ 73,189,552	\$ 108,619,634	32.62 %

Notes:

Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
SCHOOL FOOD SERVICES FUND STATEMENT OF REVENUE**

Revenue Source	Year to Date for the Period			Current Fiscal Year	
	July 1 - Oct 31 2001-2002	July 1 - Oct 31 2002-2003	Percentage of Change	Revised Revenue Estimates	Percent of Revenue Estimate Received
Grants-in-Aid Commonwealth	\$ 84,483	\$ 85,171	- %	\$ 84,464	100.84 %
Grants-in-Aid Federal Government	138,645	162,322	17.08 %	2,747,730	5.91 %
Charges for Services	367,493	332,720	-9.46 %	1,689,923	19.69 %
Total	\$ 590,621	\$ 580,213	-1.76 %	\$ 4,522,117	12.83 %

SCHOOL FOOD SERVICES FUND STATEMENT OF EXPENDITURES AND ENCUMBRANCES

Expenditures	Year to Date for the Period			Current Fiscal Year		
	July 1 - Oct 31 2001-2002	July 1 - Oct 31 2002-2003	Percentage of Change	Unencumbered Balance	Revised Appropriations	Percent of Budget Obligated
Food Services	\$ 1,209,170	\$ 1,049,366	-13.22 %	\$ 3,476,125	\$ 4,525,491	23.19 %
Facilities	-	23,235	100.00 %	(8,789)	14,446	160.84 %
Total	\$ 1,209,170	\$ 1,072,601	-11.29 %	\$ 3,467,336	\$ 4,539,937	23.63 %

**CITY OF ROANOKE, VIRGINIA
CAPITAL PROJECTS FUND
STATEMENT OF EXPENDITURES, ENCUMBRANCES, AND
UNENCUMBERED APPROPRIATIONS SUMMARY AS OF OCTOBER 31, 2002**

	Budget	Expenditures To Date	Unexpended Balance	Outstanding Encumbrances	Unobligated Balance
General Government	\$ 14,422,884	\$ 13,080,118	\$ 1,342,766	\$ 203,405	\$ 1,139,361
Flood Reduction	21,804,532	10,601,273	11,203,259	215,014	10,988,245
Economic Development	32,911,540	23,485,243	9,426,297	96,883	9,329,414
Community Development	6,851,643	4,888,127	1,963,516	969,314	994,202
Public Safety	8,524,471	7,216,071	1,308,400	15,500	1,292,900
Recreation	28,606,392	7,157,900	21,448,492	2,140,232	19,308,260
Streets and Bridges	26,271,040	21,933,039	4,338,001	1,696,332	2,641,669
Storm Drains	3,362,131	2,194,074	1,168,057	432,041	736,016
Traffic Engineering	5,276,952	4,789,728	487,224	360,401	126,823
Capital Improvement Reserve	7,600,186	-	7,600,186	-	7,600,186
Total	\$ 155,631,771	\$ 95,345,573	\$ 60,286,198	\$ 6,129,122	\$ 54,157,076

**CITY OF ROANOKE, VIRGINIA
SCHOOL CAPITAL PROJECTS FUND
STATEMENT OF EXPENDITURES, ENCUMBRANCES, AND
UNENCUMBERED APPROPRIATIONS SUMMARY AS OF OCTOBER 31, 2002**

	Budget	Expenditures To Date	Unexpended Balance	Outstanding Encumbrances	Unobligated Balance
Elementary Schools Renovation	\$ 17,558,105	\$ 12,603,779	\$ 4,954,326	\$ 330,359	\$ 4,623,967
Middle Schools Renovation	2,840,307	2,723,513	116,794	76,246	40,548
High Schools Renovation	3,525,763	3,504,008	21,755	153	21,602
Transportation Facility Renovation	1,000,000	-	1,000,000	87,750	912,250
Interest Expense	262,929	245,413	17,516	-	17,516
Capital Improvement Reserve	1,051,271	-	1,051,271	-	1,051,271
Total	\$ 26,238,375	\$ 19,076,713	\$ 7,161,662	\$ 494,508	\$ 6,667,154

**CITY OF ROANOKE, VIRGINIA
CAPITAL PROJECTS FUND
COMPARATIVE STATEMENT OF REVENUES
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
Interest Revenue:		
Interest on Bond Proceeds	\$ 381,180	\$ 223,838
Interest on SunTrust Lease	451	7,776
Interest on Idle Working Capital	<u>109,844</u>	<u>214,507</u>
Total Interest Revenue	<u>491,475</u>	<u>446,121</u>
Multi Year Revenues:		
Intergovernmental Revenue:		
Federal Government:		
FEMA - Regional Mitigation Project	-	19,223
Commonwealth:		
Passenger Station Improvement - ISTE A	191,554	-
VDES - Garden City Mitigation Project	-	10,143
Virginia Transportation Museum - ISTE A	357,791	16,176
Railside Linear Walk - ISTE A	<u>135,386</u>	<u>-</u>
Total Intergovernmental Revenue	<u>684,731</u>	<u>45,542</u>
Revenue from Third Parties:		
Advance Stores Governor's Opportunity Fund Agreement	170,000	-
Carilion Health Systems - Land Sale	-	375,000
Trigon Insurance - Land Sale	-	100
Times-World Corporation - Land Sale	<u>-</u>	<u>100</u>
Total Revenue from Third Parties	<u>170,000</u>	<u>375,200</u>
Other Revenue:		
Transfers from General Fund	<u>1,284,023</u>	<u>5,147,517</u>
Total Other Revenue	<u>1,284,023</u>	<u>5,147,517</u>
Total	<u><u>\$ 2,630,229</u></u>	<u><u>\$ 6,014,380</u></u>

**CITY OF ROANOKE, VIRGINIA
WATER FUND
COMPARATIVE INCOME STATEMENT
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Commercial Sales	\$ 1,368,837	\$ 1,098,531
Domestic Sales	936,468	864,416
Industrial Sales	187,474	250,157
Town of Vinton	6,292	5,926
City of Salem	11,402	7,787
County of Botetourt	73,592	62,316
County of Bedford	1,498	5,245
Customer Services	129,326	220,863
Charges for Services	<u>902,184</u>	<u>923,715</u>
Total Operating Revenues	<u>3,617,073</u>	<u>3,438,956</u>
Operating Expenses		
Personal Services	1,421,978	1,409,756
Operating Expenses	1,390,413	1,387,837
Purchased Water - Roanoke County	875,212	-
Purchased Water - City of Salem	205,119	-
Depreciation	<u>560,124</u>	<u>562,178</u>
Total Operating Expenses	<u>4,452,846</u>	<u>3,359,771</u>
Operating Income (Loss)	<u>(835,773)</u>	<u>79,185</u>
Nonoperating Revenues (Expenses)		
Interest on Investments	39,166	77,678
Rent	37,500	24,571
Miscellaneous Revenue	15,670	42,204
Transfer to Department of Technology	(41,146)	-
Interest and Fiscal Charges	<u>(319,317)</u>	<u>(344,584)</u>
Net Nonoperating Expenses	<u>(268,127)</u>	<u>(200,131)</u>
Net Income (Loss)	<u><u>\$ (1,103,900)</u></u>	<u><u>\$ (120,946)</u></u>

Note: Prior year financial statements have been restated to conform to current year presentation.

**CITY OF ROANOKE, VIRGINIA
WATER POLLUTION CONTROL FUND
COMPARATIVE INCOME STATEMENT
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Sewage Charges - City	\$ 1,738,943	\$ 1,959,628
Sewage Charges - Roanoke County	229,947	199,059
Sewage Charges - Vinton	55,355	55,428
Sewage Charges - Salem	145,673	201,971
Sewage Charges - Botetourt County	44,195	(7,156)
Customer Services	109,784	56,975
Interfund Services	68,223	78,216
Total Operating Revenues	<u>2,392,120</u>	<u>2,544,121</u>
Operating Expenses		
Personal Services	701,864	721,574
Operating Expenses	1,366,076	1,957,279
Depreciation	631,971	573,185
Total Operating Expenses	<u>2,699,911</u>	<u>3,252,038</u>
Operating Loss	<u>(307,791)</u>	<u>(707,917)</u>
Nonoperating Revenues (Expenses)		
Interest on Investments	54,936	76,469
Miscellaneous Revenue	321	91
Capital Contributions - Other Jurisdictions	14,203	-
Transfer to Department of Technology	(27,248)	-
Interest and Fiscal Charges	(247,963)	(253,192)
Net Nonoperating Expenses	<u>(205,751)</u>	<u>(176,632)</u>
Net Loss	<u><u>\$ (513,542)</u></u>	<u><u>\$ (884,549)</u></u>

Note: Prior year financial statements have been restated to conform to current year presentation.

Negative balance in FY02 is the result of the reversal during that year of an accrual recorded at the end of FY01 where revenues as of October 31 were not yet sufficient to offset the accrual.

**CITY OF ROANOKE, VIRGINIA
CIVIC CENTER FUND
COMPARATIVE INCOME STATEMENT
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Rentals	\$ 102,215	\$ 75,359
Event Expenses	55,412	29,006
Display Advertising	-	50,200
Admissions Tax	46,121	23,654
Electrical Fees	4,970	5,440
Novelty Fees	-	400
Facility Surcharge	19,217	21,288
Charge Card Fees	1,740	17,383
Commissions	50,853	637
Catering/Concessions	144,991	125,500
Other	5,397	6,792
Total Operating Revenues	<u>430,916</u>	<u>355,659</u>
Operating Expenses		
Personal Services	532,939	512,990
Operating Expenses	626,785	474,867
Depreciation	171,685	167,091
Total Operating Expenses	<u>1,331,409</u>	<u>1,154,948</u>
Operating Loss	<u>(900,493)</u>	<u>(799,289)</u>
Nonoperating Revenues		
Interest on Investments	12,748	9,131
Transfer from General Fund	200,000	-
Miscellaneous	236	169
Transfer to Debt Service Fund	(50,546)	-
Transfer to Department of Technology	(47,754)	-
Total Nonoperating Revenues	<u>114,684</u>	<u>9,300</u>
Net Loss	<u><u>\$ (785,809)</u></u>	<u><u>\$ (789,989)</u></u>

**CITY OF ROANOKE, VIRGINIA
PARKING FUND
COMPARATIVE INCOME STATEMENT
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Revenues		
Century Station Parking Garage	\$ 123,573	\$ 127,794
Williamson Road Parking Garage	134,969	146,377
Market Square Parking Garage	79,781	75,017
Church Avenue Parking Garage	174,652	152,154
Tower Parking Garage	120,758	122,117
Williamson Road Surface Lots	25,732	24,176
Gainsboro Parking Garage	11,623	-
Norfolk Avenue Surface Lot	19,700	13,389
Gainsboro Surface Lot	10,755	7,906
Other Surface Lots	<u>54</u>	<u>-</u>
Total Operating Revenues	<u>701,597</u>	<u>668,930</u>
Operating Expenses		
Operating Expenses	306,199	218,867
Depreciation	<u>186,339</u>	<u>182,780</u>
Total Operating Expenses	<u>492,538</u>	<u>401,647</u>
Operating Income	<u>209,059</u>	<u>267,283</u>
Nonoperating Revenues (Expenses)		
Interest on Investments	3,870	4,368
Transfer From General Fund	115,000	32,000
Miscellaneous	4,400	726
Interest and Fiscal Charges	<u>(195,937)</u>	<u>(165,707)</u>
Net Nonoperating Expenses	<u>(72,667)</u>	<u>(128,613)</u>
Net Income	<u><u>\$ 136,392</u></u>	<u><u>\$ 138,670</u></u>

**CITY OF ROANOKE, VIRGINIA
HOTEL ROANOKE CONFERENCE CENTER COMMISSION
COMPARATIVE INCOME STATEMENT
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
Operating Expenses		
Salaries and Fringe Benefits	16,234	31,705
Fees for Professional Services	16,587	22,864
Administrative Expenses	<u>1,242</u>	<u>35,227</u>
Total Operating Expenses	<u>34,063</u>	<u>89,796</u>
Nonoperating Revenues (Expenses)		
Contributions from City of Roanoke	62,500	87,500
Contributions from Virginia Tech	62,500	87,500
Construction Repairs (2)	-	23,708
Interest on Investments	<u>25,631</u>	<u>48,958</u>
Net Nonoperating Revenues	<u>150,631</u>	<u>247,666</u>
Net Income Before Depreciation	116,568	157,870
Depreciation Expense	<u>(170,412)</u>	<u>(151,530)</u>
Net Income (Loss)	\$ <u>(53,844)</u>	\$ <u>6,340</u>

Notes to Financial Statement:

- (1) Financial information represents activity of the Commission as accounted for in the City's financial records.
- (2) Expense items are normally shown with brackets. Reversal of year end accruals without adequate offsetting payment cause construction expenses to be positive through October 31, 2001.

**CITY OF ROANOKE, VIRGINIA
INTERNAL SERVICE FUNDS
COMPARATIVE INCOME STATEMENT
FOR THE FOUR MONTHS ENDING OCTOBER 31, 2002**

				TOTALS	
	Department of Technology	Fleet Management	Risk Management	FY 2003	FY 2002
Operating Revenues					
Charges for Services	\$ 1,362,541	\$ 1,551,512	\$ 3,610,511	\$ 6,524,564	\$ 5,967,000
Total Operating Revenues	1,362,541	1,551,512	3,610,511	6,524,564	5,967,000
Operating Expenses					
Personal Services	740,427	419,770	50,608	1,210,805	1,239,110
Operating Expenses	448,761	595,319	3,911,646	4,955,726	4,261,536
Depreciation	243,610	699,043	-	942,653	817,538
Total Operating Expenses	1,432,798	1,714,132	3,962,254	7,109,184	6,318,184
Operating Loss	(70,257)	(162,620)	(351,743)	(584,620)	(351,184)
Nonoperating Revenues (Expenses)					
Interest Revenue	32,657	5,880	72,110	110,647	197,600
Interest Expense	(2,889)	(25,885)	-	(28,774)	(22,442)
Transfers From Other Funds	634,753	538,577	-	1,173,330	2,793,443
Other Revenue	-	-	-	-	10,184
Net Nonoperating Revenues	664,521	518,572	72,110	1,255,203	2,978,785
Net Income (Loss)	\$ 594,264	\$ 355,952	\$ (279,633)	\$ 670,583	\$ 2,627,601

Note: Prior year financial statements have been restated to conform to current year presentation.

CITY OF ROANOKE, VIRGINIA
CITY TREASURER'S OFFICE
GENERAL STATEMENT OF ACCOUNTABILITY
FOR THE MONTH ENDED OCTOBER 31, 2002

TO THE DIRECTOR OF FINANCE:

GENERAL STATEMENT OF ACCOUNTABILITY OF THE CITY TREASURER OF THE CITY OF ROANOKE, VIRGINIA FOR THE FUNDS OF SAID CITY FOR THE MONTH ENDED OCTOBER 31, 2002.

FUND	BALANCE AT SEPT 30, 2002	RECEIPTS	DISBURSEMENTS	BALANCE AT OCT 31, 2002	BALANCE AT OCT 31, 2001
GENERAL	\$5,252,355.50	\$20,895,022.31	\$23,838,119.34	\$2,309,258.47	\$1,787,025.75
WATER	6,253,000.15	524,426.61	1,310,312.62	5,467,114.14	6,332,858.63
WATER POLLUTION CONTROL	9,145,789.11	1,871,889.35	1,540,518.07	9,477,160.39	7,292,147.92
CIVIC FACILITIES	3,309,311.90	249,071.80	829,338.36	2,729,045.34	647,562.73
PARKING	46,639.48	237,095.00	143,567.83	140,166.65	310,966.84
CAPITAL PROJECTS	60,528,940.57	940,574.57	1,020,769.82	60,448,745.32	36,136,704.70
CONFERENCE CENTER	4,242,325.14	274,204.55	7,359.32	4,509,170.37	4,112,771.28
RKE VALLEY DETENTION COMM	2,606.00	0.00	0.00	2,606.00	4,242,431.86
DEBT SERVICE	8,083,639.55	6,261,905.46	0.00	14,345,545.01	13,313,520.52
DEPT OF TECHNOLOGY	5,204,974.36	589,700.54	223,658.48	5,571,016.42	5,975,084.69
MATERIALS CONTROL	0.00	0.00	0.00	0.00	225,040.99
FLEET MANAGEMENT	801,180.28	1,030,253.52	167,163.32	1,664,270.48	1,187,569.70
PAYROLL	(11,791,691.20)	14,578,422.99	14,901,336.94	(12,114,605.15)	(11,688,455.37)
RISK MANAGEMENT	11,755,061.07	646,570.67	833,873.12	11,567,758.62	12,143,750.65
PENSION	854,751.83	1,405,133.79	1,349,887.25	909,998.37	720,549.67
SCHOOL FUND	13,417,438.91	5,583,474.33	6,033,416.17	12,967,497.07	11,194,453.23
SCHOOL CAPITAL PROJECTS	7,099,353.94	1,001,441.76	20,481.02	8,080,314.68	(1,368,340.36)
SCHOOL FOOD SERVICE	41,862.36	416,852.32	456,569.40	2,145.28	(205,907.35)
FDCTC	206,035.69	155,441.96	253,144.50	108,333.15	45,801.87
GRANT	30,800.62	1,216,150.06	515,532.62	731,418.06	1,105,057.65
TOTAL	\$124,484,375.26	\$57,877,631.59	\$53,445,048.18	\$128,916,958.67	\$93,510,595.60

CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE STATEMENT OF MY ACCOUNTABILITY TO THE CITY OF ROANOKE, VIRGINIA, FOR THE FUNDS OF THE VARIOUS ACCOUNTS THEREOF FOR THE MONTH ENDED OCTOBER 31, 2002.
THAT SAID FOREGOING:

CASH:

CASH IN HAND	\$5,533.49
CASH IN BANK	2,777,053.80

INVESTMENTS ACQUIRED FROM COMPETITIVE PROPOSALS:

COMMERCIAL HIGH PERFORMANCE MONEY MARKET	8,963,381.50
LOCAL GOVERNMENT INVESTMENT POOL	27,104,084.48
MONEY MANAGEMENT ACCOUNT	10,279,219.99
REPURCHASE AGREEMENTS	15,000,000.00
U. S. AGENCIES	10,904,125.00
VIRGINIA AIM PROGRAM (U. S. SECURITIES)	53,883,560.41
TOTAL	<u>\$128,916,958.67</u>

DATE: NOVEMBER 11, 2002


DAVID C. ANDERSON, TREASURER

**CITY OF ROANOKE PENSION PLAN
STATEMENT OF CHANGES IN PLAN NET ASSETS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
<u>Additions:</u>		
Employer Contributions	\$ 1,205,831	\$ 1,244,973
Investment Income		
Net Appreciation (Depreciation) in Fair Value of Investments	(18,919,513)	(18,757,717)
Interest and Dividend Income	477,232	876,902
Total Investment Income (Loss)	(18,442,281)	(17,880,815)
Less Investment Expense	(13,144) (1)	(27,521) (1)
Net Investment Income (Loss)	(18,429,137)	(17,853,294)
Total Additions (Deductions)	<u>\$ (17,223,306)</u>	<u>\$ (16,608,321)</u>
 <u>Deductions</u>		
Benefits Paid to Participants	\$ 5,442,916	\$ 4,852,837
Administrative Expenses	30,421	16,223
Total Deductions	<u>5,473,337</u>	<u>4,869,060</u>
Net Increase (Decrease)	(22,696,643)	(21,477,381)
 Net Assets Held in Trust for Pension Benefits:		
Fund Balance July 1	289,534,315	326,337,980
Fund Balance October 31	<u><u>\$266,837,672</u></u>	<u><u>\$304,860,599</u></u>

(1) Negative amounts reflect the reversal of accrual accounting entries made for fiscal year-end financial reporting purposes.

**CITY OF ROANOKE PENSION PLAN
BALANCE SHEET
OCTOBER 31, 2002**

	<u>FY 2003</u>	<u>FY 2002</u>
<u>Assets</u>		
Cash	\$ 885,671	\$ 678,132
Investments, at Fair Value	267,384,395	305,401,496
Due from Other Funds	1,590	2,070
Other Assets	<u>5,785</u>	<u>5,434</u>
Total Assets	<u>\$ 268,277,441</u>	<u>\$ 306,087,132</u>
 <u>Liabilities and Fund Balance</u>		
Liabilities:		
Due to Other Funds	\$ 1,373,741	\$ 1,224,792
Accounts Payable	<u>66,028</u>	<u>1,741</u>
Total Liabilities	<u>1,439,769</u>	<u>1,226,533</u>
 Fund Balance:		
Fund Balance, July 1	289,534,315	326,337,980
Net Gain (Loss) - Year to Date	<u>(22,696,643)</u>	<u>(21,477,381)</u>
Total Fund Balance	<u>266,837,672</u>	<u>304,860,599</u>
 Total Liabilities and Fund Balance	<u>\$ 268,277,441</u>	<u>\$ 306,087,132</u>

SST
11/19/02

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE to amend §36.1-3, Code of the City of Roanoke (1979), as amended, and Sheet No.276, Sectional 1976 Zone Map, City of Roanoke, in order to amend certain conditions presently binding upon certain property bearing Official Tax No. 2761409, previously conditionally rezoned C-2, General Commercial District, by the adoption of Ordinance No. 32294-121994, and to rezone a portion of property bearing Official Tax No. 2761421 from RS-3, Residential Single Family District, to C-2, General Commercial District, subject to certain conditions.

WHEREAS, Michael A. Wells filed an application to the Council of the City of Roanoke to amend certain conditions presently binding upon a tract of land identified as Official Tax No. 2761409, which property was previously conditionally rezoned by the adoption of Ordinance No. 32294-121994, on December 19, 1994, and to rezone a portion of property bearing Official Tax No. 2761421 from RS-3, Residential Single Family District, to C-2, General Commercial District, subject to certain conditions proffered by the applicant; and

WHEREAS, the City Planning Commission, which after giving proper notice to all concerned as required by §§36.1-693 and 36.1-698, Code of the City of Roanoke (1979), as amended, and after conducting a public hearing on the matter, has made its recommendation to Council; and

WHEREAS, a public hearing was held by City Council on said application at its meeting on November 18, 2002, after due and timely notice thereof as required by §§36.1-693 and 36.1-698, Code of the City of Roanoke (1979), as amended, at which hearing all parties in interest and citizens

were given an opportunity to be heard, both for and against the proposed amendment; and

WHEREAS, this Council, after considering the aforesaid application, the recommendation made to the Council by the Planning Commission, the City's Comprehensive Plan, and the matters presented at the public hearing, is of the opinion that the conditions now binding upon the above-described property should be amended, and the adjacent property should be rezoned as herein provided.

THEREFORE, BE IT ORDAINED by the Council of the City of Roanoke that Sheet No. 276 of the Sectional 1976 Zone Map, City of Roanoke, be amended, in order to amend certain conditions presently binding upon certain property bearing Official Tax No. 2761409, previously conditionally rezoned C-2, General Commercial District, by the adoption of Ordinance No. 32294-121994, and to rezone a portion of property bearing Official Tax No. 2761421 from RS-3, Residential Single Family District, to C-2, General Commercial District, subject to the proffered conditions contained in said Second Amended Petition filed in the Office of the City Clerk on September 5, 2002.

ATTEST:

City Clerk.

WMT
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION canceling the work session meeting of City Council scheduled to be held at 12:15 p.m., on December 30, 2002.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. The work session meeting of City Council scheduled to be held at 12:15 p.m., Monday, December 30, 2002, is hereby CANCELED.

2. Resolution No. 35958-070202, adopted July 2, 2002, is hereby amended to the extent it is inconsistent with this resolution.

3. The City Clerk is directed to cause a copy of this resolution to be posted adjacent to the doors of the Council Chambers and inserted in a newspaper having general circulation in the City at least seven days prior to December 30, 2002.

ATTEST:

City Clerk.